

# Central Virginia Transportation Technical Committee

Region 2000 Partnership Offices

*Large Conference Room*

828 Main Street, 12<sup>th</sup> Floor

Lynchburg, Virginia 24504

**Thursday, April 14, 2016 - 10:30 a.m.**

## Agenda

1. **Call to Order**.....Paul Harvey, Chair
2. **Approval of Minutes: February 11, 2016 and March 10, 2016**  
*(See Attachments 2a and 2b)*
3. **Discussion: Region 2000 Rural Long Range Transportation Plan Update**.....  
.....Scott Smith, Sr. Planner
4. **Discussion and Recommendation: Central Virginia Transportation Improvement Program Amendment for the Central Virginia Alliance for Community Living, Inc. and Heart Havens**.....Bob White, Deputy Director  
*(See Attachments 4a, 4b, 4c)*
5. **Discussion and Recommendation: Amherst Town Bicycle and Pedestrian Accommodations Along Main Street**.....Bob White, Deputy Director  
*(See Attachment 5)*
6. **Overview of Current Planning Activities: Bedford County**.....  
.....Gregg Zody and Brad Robinson, Bedford County
7. **Update on HB2 Project Selection Process**.....Rick Youngblood, VDOT District Planner
8. **Matters from the Committee**.....All
9. **Adjournment** - Next meeting: **May 12, 2016 at 10:30 am**

### General Information

- Transportation Technical Committee Statement of Purpose *(See Attachment GI-TTC)*
- MPO Title VI Compliance Review *(See Attachment GI-T6)*

# Central Virginia Transportation Technical Committee

828 Main Street, 12th Floor  
February 11, 2016 at 10:30 a.m.

## MINUTES

### URBAN MEMBERS

#### **PRESENT**

Christopher Arabia .....Virginia Department of Rail and Public Transportation  
 Lee Beaumont ..... Liberty University  
 Jeremy Bryant.....Amherst County  
 Maggie Cossman for Tom Martin.....City of Lynchburg  
 Paul Harvey.....Campbell County  
 Jack Hobbs .....Town of Amherst  
 Richard Metz.....Campbell County Citizen’s Representative  
 Brad Robinson.....Bedford County  
 Rick Youngblood.....VDOT-Lynchburg District

#### **ABSENT**

Doyle Allen.....Bedford County Citizen Representative  
 Josh Baker.....GLTC  
 Mark Courtney.....Lynchburg Regional Airport  
 Cheng Yan.....Federal Highway Administration

### RURAL MEMBERS

#### **PRESENT**

Christopher Arabia.....Virginia Department of Rail and Public Transportation  
 Jeremy Bryant.....Amherst County  
 Paul Harvey.....Campbell County  
 Richard Metz.....Campbell County Citizens Representative  
 Brad Robinson.....Bedford County  
 Rick Youngblood.....VDOT-Lynchburg District

#### **ABSENT**

Doyle Allen.....Bedford County Citizen Representative  
 Roxanne Casto.....Town of Appomattox  
 Johnnie Roark.....Appomattox County  
 Russell Thurston.....Town of Brookneal  
 Bart Warner.....Bedford City  
 Dan Witt.....Town of Altavista  
 Cheng Yan.....Federal Highway Administration

**OTHERS PRESENT**

Don Austin.....VDOT-Lynchburg District  
David Cook..... VDOT-Lynchburg District  
Philipp Gabathuler.....Local Government Council  
Kelly Hitchcock.....Local Government Council  
Matt Perkins.....Local Government Council  
Bob White.....Local Government Council

**1. Call to Order**

Paul Harvey called the meeting to order at 10:30 am.

**2. Approval of December 10, 2015 Meeting Minutes**

Upon a motion by Rick Youngblood to approve the minutes of December 10, 2015 as presented, duly seconded by Richard Metz, this motion passed unanimously.

**3. Discussion of the CVMPO and Region 2000 Local Government Council FY-17 Transportation Work Programs**

Bob White noted that he has started work on the transportation work programs for the CVMPO and Local Government. White provided an overview of the direction of the programs noting that planning funds will be dedicated to update and maintenance to the Long Range Transportation Plan and the Transportation Improvement Program, especially important in light of HB2, for alternative transportation planning throughout the MPO, support of transit planning activities to GLTC, and general support to localities as needed.

Philipp Gabathuler presented an overview of GLTC initiatives and the interaction of staff with transit planning in the region. Gabathuler noted specific efforts such as development of Route Advisory Committee, Bus Stop Consolidation Study and Transit Development Plan update.

White noted that the Rural program efforts are similar to those on the Urban side in respect to administrative functions, general development support, alternative transportation efforts and technical assistance to localities. White noted that the Rural Transportation Plan will be updated this coming year.

Kelly Hitchcock provided further details regarding alternative transportation efforts such as Safer Streets Challenge, application to grants for clean street pilot projects and efforts working with Amherst Town on walkability study.

#### **4. Update on the HB2 Project Selection Process**

Rick Youngblood noted that the scores for HB2 were released in January. Youngblood noted that under the recommended scenario that the Lynchburg District funding level increases from about \$35 million to \$63 million to support district grant program. He noted that from a scoring perspective, the projects submitted through HB2 by the Lynchburg District were almost double of State average. Youngblood noted that the work, not only of VDOT, but also the CVMPO and PDC and the prioritization process implemented paid off in that 26 of the 36 submitted projects to HB2 were listed in the recommended scenario. Youngblood noted that the Commonwealth Transportation Board still must review and approve the projects and that it may change slightly. Youngblood noted that if the Region continues to work together as it has, that the Region will continue to see dividends paid to the district in regards to our transportation projects.

Bob White noted that staff is pursuing a de-briefing on the scoring and selection process to better position project submittals under HB2 in the next round.

#### **5. Overview of Current Planning Activities: Campbell County**

Paul Harvey presented an overview of planning activities in Campbell County. Harvey noted the “hotspots” for development in the County are those within a one-mile radius of the intersections of Airport Rd and Wards Road and Waterlick and Timberlake Road. Additionally, Harvey noted the County has a decrease in natural growth rate (more deaths than births in the county) and that all population growth experienced is from people moving into the County as well as noting additional planning challenges and opportunities in the County. Additionally, Harvey provided some details on a current study effort on RT 29 and the expected outcomes of that study.

#### **6. Matters from the Committee**

Kelly Hitchcock announced an upcoming one-hour webinar on van pools on February 24<sup>th</sup> and encouraged the Committee to share with their networks.

Chris Arabia noted the Telework Week is March 7 – 11 and DRPT will be promoting and sending information out to staff.

#### **7. Adjournment**

Upon a motion by Richard Metz to adjourn, duly seconded by Rick Youngblood, this motion carried unanimously.

Signed: \_\_\_\_\_  
Paul E. Harvey, *Chair*

## **Central Virginia Transportation Technical Committee**

828 Main Street, 12th Floor, March 10, 2016 at 10:30 a.m.

### **MINUTES**

#### **URBAN MEMBERS**

##### **PRESENT**

Christopher Arabia .....Virginia Department of Rail and Public Transportation  
Lee Beaumont ..... Liberty University  
Jeremy Bryant.....Amherst County  
Paul Harvey.....Campbell County  
Tom Martin.....City of Lynchburg  
Brad Robinson.....Bedford County  
Rick Youngblood.....VDOT-Lynchburg District

##### **ABSENT**

Doyle Allen.....Bedford County Citizen Representative  
Josh Baker.....GLTC  
Mark Courtney.....Lynchburg Regional Airport  
Jack Hobbs .....Town of Amherst  
Richard Metz.....Campbell County Citizen’s Representative  
Cheng Yan.....Federal Highway Administration

#### **RURAL MEMBERS**

##### **PRESENT**

Christopher Arabia.....Virginia Department of Rail and Public Transportation  
Jeremy Bryant.....Amherst County  
Paul Harvey.....Campbell County  
Brad Robinson.....Bedford County  
Rick Youngblood.....VDOT-Lynchburg District

##### **ABSENT**

Doyle Allen.....Bedford County Citizen Representative  
Roxanne Casto.....Town of Appomattox  
Richard Metz.....Campbell County Citizens Representative  
Johnnie Roark.....Appomattox County  
Russell Thurston.....Town of Brookneal  
Bart Warner.....Bedford City  
Dan Witt.....Town of Altavista  
Cheng Yan.....Federal Highway Administration

**OTHERS PRESENT**

David Cook.....VDOT  
Kelly Hitchcock.....Local Government Council  
Matt Perkins.....Local Government Council  
Judie Talbot.....Institute for Environmental Negotiation, University of Virginia  
Bob White.....Local Government Council

**1. Call to Order**

Paul Harvey called the meeting to order at 10:30 am.

**2. Discussion and Recommendation of the CVMPO and Region 2000 Local Government Council FY-17 Transportation Work Programs**

Bob presented the FY-17 Central Virginia Metropolitan Planning Organization Unified Planning Work Program (UPWP). White noted that the funding level remains virtually the same from last year, provided background to the Program and noted that the Program would be presented at the Central Virginia Metropolitan Planning Organization’s April meeting for approval pending a recommendation from the Committee. White reviewed projects and provided overview of details of efforts in the program.

Kelly Hitchcock presented project overview of alternative transportation elements of the Program. In addition, White noted that alternative transportation aspects within a community are increasingly becoming considered as critical elements in the economic development of a region.

White also presented the FY-17 Region 2000 Local Government Council Rural Transportation Planning Work Program noting that it closely mirrors that of the UPWP. White noted that the major effort for the upcoming year is the update to the Rural Long Range Transportation Plan.

Rick Youngblood noted that both programs had been reviewed both at the State and Local level and edits and suggestions from both had been incorporated in to the document.

Upon a motion by Rick Youngblood to recommend both the FY-17 Central Virginia Metropolitan Planning Organization Unified Planning Work Program and the FY-17 Region 2000 Local Government Council Rural Transportation Planning Work Program as presented, to the Central Virginia Metropolitan Planning Organization and the Region 2000 Local Government Council respectively, for approval, duly seconded by Tom Martin, this motion passed unanimously.

**3. Overview of Current Planning Activities: City of Lynchburg**

Tom Martin provided an overview of current planning activities in the City of Lynchburg. Martin noted key findings from the City’s recent zoning ordinance diagnostic and reviewed the update to the City’s Comprehensive Plan. Martin noted that key elements of the

update took into account density, mixed uses, design review, mobility, and environment. Additionally, Martin reviewed specific updates to the city's zoning ordinance.

Martin reviewed ongoing and future initiatives including Tinbridge Hill Streetscape Improvements, Safe Routes to School projects, Downtown Streetscape Improvements, and Tyreeanna/Pleasant Valley Neighborhood Plan Update.

Martin also noted that the City has established their first Institutional District.

#### **4. Update on the HB2 Project Selection Process**

Rick Youngblood provided an update to the HB2 project selection process. Youngblood noted that the Lynchburg District did well in the recommended scenario and noted that the work accomplished by the localities, VDOT, the Transportation Technical Committee, the Region 2000 Local Government Council, and other players made the HB2 effort seemingly fruitful.

#### **5. Overview of the Campbell County/RT 29 Corridor Study Effort**

Paul Harvey introduced the project and introduced Judy Talbot, Senior Associate with the Institute for Environmental Negotiation of the University of Virginia and facilitator on this project.

Talbot provided further details on Route 29 Corridor Study. Reviewed aspects of the study including community meetings, conversations with other parties with interest in the corridor such as Greater Lynchburg Transit Company, Lynchburg Airport, Liberty University and various businesses along the corridor that seek to hear about goals and ideas of these individuals regarding current and future corridor conditions. The study intends to identify preferred options and alternatives for the corridor and identify priorities for implementation.

Rick Youngblood added insight to the process, who is involved, and the importance and significance of this project, not just locally, but nationally as it is being watched and will be potentially used as a template to apply to future projects.

#### **6. Matters from the Committee**

No additional matters were brought to the Committee for discussion.

#### **7. Adjournment**

Upon a motion by Rick Youngblood to adjourn, duly seconded by Brad Robinson, this motion carried unanimously.

Signed: \_\_\_\_\_  
Paul E. Harvey, *Chair*



**Attachment 4a**

501 12th Street, Suite A  
P.O. Box 1390, Lynchburg, VA 24505  
Office: (434) 385-9070 • Fax: (434) 385-9209

www.cvcl.org  
January 12, 2016

Mr. Gary Christie  
Executive Director  
Region 2000 Planning District Commission  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504

Dear Mr. Christie,

The Central Virginia Alliance for Community Living (CVACL) is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our Metropolitan Transportation Planning Organization and request that the project be included in the annual element of the Transportation Improvement Program (TIP). CVACL is requesting funding to purchase two (2) handicap accessible mini-vans and two (2) 14-passenger Body on chassis vans with lift. The total cost of the project is approximately \$190,000. The federal grant is for 80 percent of the total cost with the agency being responsible for the 20 percent balance.

Our plan is to increase and replace aging rolling stock that currently provides demand responsive transportation for our elderly and disabled clients in the Central Virginia Planning District 11 area to get to agency-related activities, medical appointments, grocery stores, and other destinations.

Please send documentation, by February 1, 2016, that the project has been or will be included in the TIP to the address listed below:

Public Transportation Division  
Department of Rail and Public Transportation Division  
600 East Main Street, Suite 2102  
Richmond, Virginia 23219

This information is required for our application to be considered for approval. I appreciate your assistance in this matter. If you have any questions about our proposal, please feel free to call me.

Sincerely,

Kenneth Young  
Director of Transportation





**Attachment 4b**

501 12th Street, Suite A  
P.O. Box 1390, Lynchburg, VA 24505  
Office: (434) 385-9070 • Fax: (434) 385-9209

[www.cvcl.org](http://www.cvcl.org)



January 12, 2016

Mr. Gary Christie  
Executive Director  
Region 2000 Planning District Commission  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504

Dear Mr. Christie,

The Central Virginia Alliance for Community Living, Inc. (CVACL) is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5317 program to provide operating expenses for our New Freedom transportation program. As part of the application process, we are required to notify our Metropolitan Transportation Planning Organization and request that the project be included in the annual element of the Transportation Improvement Program. CVACL is requesting funding to supplement operating expenses for the transportation of disabled individuals to necessary appointments. The total cost of the project is approximately \$89,000. The federal grant is for 90 percent of the total cost with the agency being responsible for the 10 percent balance.

Our plan is to increase transportation opportunities for disabled clients in the Central Virginia Planning District 11 area to get to agency-related activities, medical appointments, grocery stores, and other desired destinations.

Please send documentation that the project has been included in the TIP to:

Public Transportation Division  
Department of Rail and Public Transportation Division  
600 East Main Street, Suite 2102  
Richmond, Virginia 23219

This information is required for our application to be considered for approval. If you have any questions about our proposal, please feel free to call me.

Sincerely,

Kenneth Young  
Director of Transportation



December 30, 2015

Mr. Gary Christie  
Executive Director  
Region 2000  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504

Dear Mr. Christie,

Heart Havens, Inc. is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our Metropolitan Planning Organization (MPO) and request that the project be included in the annual element of the Transportation Improvement Program (TIP). Heart Havens is requesting funding to purchase two 9-passenger vans with handicap-accessible lifts to support individuals with intellectual and developmental disabilities living in our homes in **Lynchburg** and **Ashland**. The total cost of this project is approximately \$110,000.00. The federal grant is for 80% of the total cost with our agency being responsible for the 20 percent balance.

We are also required to notify our Regional Planning District Commissions (PDC) and request an intergovernmental review of our grant request. *So we ask that this one letter, fulfill both requests, since you lead both organizations.*

We ask that you as part of the MPO, please send documentation that the project has been included in the TIP to the address listed below:

Public Transportation Division  
Department of Rail and Public Transportation Division  
600 East Main Street, Suite 2102  
Richmond, Virginia 23219

This information is required for our application to be considered for approval and we appreciate your assistance.

Heart Havens empowers adults with intellectual disabilities to live and thrive in a safe and nurturing environment. Our goal is to provide safe and convenient transportation for our clients, especially as they age and experience additional physical challenges.

We provide daily transportation to those individuals living in our homes to and from training, jobs, community programs, grocery stores, medical appointments and other opportunities for community integration.

I have included some information about our organization with this letter, so that you may better know who we are and what we do. You may also visit our website at: [www.hearthavens.org](http://www.hearthavens.org)

Thank you for your assistance with this project. If you have any questions about our proposal, please contact me at: 804 237 6097 or [Jennifer.Boyden@hearthavens.org](mailto:Jennifer.Boyden@hearthavens.org).

Sincerely yours,

A handwritten signature in cursive script that reads "Jennifer Boyden".

Jennifer Boyden, MA, QIDP  
Chief Executive Officer

Cc: Neil Sherman

Your life is vibrant.

Join us on social media!



/heart.havens



@HeartHavens



Scan this QR code with your mobile device to sign up for our e-mail mailing list!



812 Moorefield Park Drive, Suite 301  
Richmond, VA 23236

(804) 237-6097  
(877) 442-8368 (toll-free)

www.hearthavens.org

Heart Havens is a registered 501(c)(3) non-profit in the Commonwealth of Virginia. Donations are tax deductible to the extent allowed by law.

Empowered days are vibrant days.

What makes your life vibrant? Is it your involvement in church and community groups? Trips to the movies or your favorite restaurant? Spending quality time with friends and family? Adults with intellectual disabilities want a life just like that, too. They want a life where they are part of a community, get to explore the world around them, and make choices like you make every day. That's where Heart Havens comes in.

Heart Havens provides residential support to adults with intellectual disabilities, but it's so much more than just a roof and a bed. At Heart Havens, we empower people to discover what they love and pursue their hopes and passions. Whether that's getting involved in community theater, giving back to the community through a pet food drive, or simply having a Super Bowl party with friends, we help our residents find a way to make their goals and dreams happen.

Your gifts, time, and talents make their empowerment possible!

### Mission

Heart Havens empowers adults with intellectual disabilities to live and thrive in a safe and nurturing environment.

*Lyvette is a fashionista, and loves to shop for hats, purses, and jewelry. She is also a terrific cornhole player.*



His can be, too.



# You can make life vibrant for adults with intellectual disabilities!

It takes a lot to run a Heart Havens home! Just like at your house, our homes have expenses such as groceries, utilities, and maintenance. With four to five people living in each home, those costs can really add up! At Heart Havens, we also have 24-hour staff in our homes, as well as transportation costs to ensure residents of Heart Havens homes are truly participating in their communities. Your gifts help us provide the people we support with the best life possible—and even small gifts make a big difference!

- \$50** **Helps keep a home neat and tidy** by providing necessary household supplies like paper towels, toilet paper, and laundry detergent for one week.
- \$150** **Feeds one resident** healthy, home-cooked meals for one month.
- \$500** **Drives residents to fun things in the community** by providing gasoline and maintenance for a house van for one month.
- \$1000** **Keeps residents of a home warm and hydrated** by providing one month of utilities, such as gas, electricity, and water.

"I like going to my day program, and taking care of the house. I empty and load the dishwasher and sweep the floor. I know how to cook; I make pigs in a blanket and "orange cloud" dessert. I like playing basketball and singing in the choir."

*Andy*



## Annual Giving

Give online or by check. Be sure to ask your employer about a matching contribution. We can help you set up an automatic monthly gift.



## Planned Giving

Consider making a bequest or trust. There are many estate planning options that support both your personal and charitable interests.

## Supplies Drive

Donate household goods such as toilet paper, paper towels, and cleaning supplies. We can supply a complete wish list for a supplies drive.



## Host a Speaker

Invite a Heart Havens speaker to give a program at your church or community group. Our programs can be tailored to suit your event!



## Hold an Event

Bring friends and community members together for a fundraising event. Golf tournaments or spaghetti dinners are always popular.



## Volunteer

Volunteer in a home either by helping with maintenance and repairs or by planning a visit to the home for a meal, arts and crafts, or games.





## TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**Attachment 5**  
**pp 14 - 15**

March 15, 2016

Don Austin  
Residency Administrator, VDOT-Appomattox  
331 Ferguson Street  
Appomattox, VA 24522

RE: Main Street Bicycle Accomodation

Dear Don Austin,

On behalf of the Town of Amherst I am forwarding the attached Resolution which request the installation of bicycle and pedestrian accommodations along North and South Main Street as a component of the pending resurfacing.

The Town of Amherst desires to create a pedestrian and bicycle-friendly environment for our residents and visitors to access Town resources. Main Street is the Town's primary transportation corridor, and thus lends itself as a natural roadway to support all levels of transportation options to our residents. The scheduled resurfacing of Main Street presents the ideal opportunity to install pedestrian and bicycle accommodation along the roadway and supports VDOT's adopted Policy for Integrating Bicycle and Pedestrian Accommodations.

The Town is extremely grateful to VDOT for your partnership in the installation of the sidewalk along South Main Street. The continuation of pedestrian and bicycle accommodations along the entire corridor expands and supports this previous investment, responds to approved planning documents, and supports the quality of life and healthy-living environment desired by the Amherst community.

We look forward to working in partnership with VDOT, Region 2000 Local Government Council, and Amherst County in planning for and installing pedestrian and bicycle accommodations along Main Street.

With kind regards, I am,

J. Paul Kilgore, Jr.  
Mayor

cc: Rick Youngblood, District Transportation Planning Manager, VDOT-Lynchburg District  
Gerry Harter, Transportation Engineer, Traffic Engineer, Lynchburg District  
Dean Rodgers, Amherst County Administrator  
Kelly Hitchcock, Senior Planner, Region 2000 Local Government Council

**A RESOLUTION REQUESTING VDOT TO INSTALL BICYCLE AND PEDESTRIAN ACCOMODATIONS ALONG NORTH MAIN STREET AND SOUTH MAIN STREET DURING THAT AGENCY'S UPCOMING ROAD RESURFACING PROJECT.**

**WHEREAS**, the Town of Amherst is committed to enhancing the quality of life of all its residents by creating safe, walkable and bikeable access to community destinations; and

**WHEREAS**, the Virginia Department of Transportation (VDOT) has adopted the Policy for Integrating Bicycle and Pedestrian Accommodations which provides the framework for which VDOT "will accommodate bicyclists and pedestrians, including pedestrians with disabilities, along with motorized transportation modes in the planning, funding, design, construction, operation, and maintenance of Virginia's transportation network to achieve a safe, effective, and balanced multimodal transportation system"; and

**WHEREAS**, bicycles are viable and permissible transportation vehicles which should be anticipated along roadways; and

**WHEREAS**, biking and walking are active transportation modes that are clean, economical, and energy-efficient options to access resources in the Town of Amherst; and

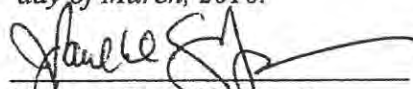
**WHEREAS**, the United States Surgeon General in September, 2015 issued the Step It Up! Call to Action in recognition that "physical activity is one of the most important things Americans can do to improve health" and includes a call for communities to design for safe active transportation modes as a means to assist in encouraging healthy lifestyles; and

**WHEREAS**, U. S. Transportation Secretary Foxx launched the Safer People, Safer Streets initiative to highlight the importance and commitment to the development of safe transportation access by all transportation modes.


**Now, Therefore Be It Resolved** that the Town Council of the Town of Amherst hereby requests the Virginia Department of Transportation to include pedestrian and bicycle accommodations along the entire Main Street corridor as a component of the Main Street resurfacing project.

**Be it Further Resolved** that this resolution shall be transmitted to the Amherst County Board of Supervisors, the Central Virginia Metropolitan Planning Organization and the Region 2000 Local Government Council,

*Adopted in the Town of Amherst, Virginia the 9<sup>th</sup> day of March, 2016.*

  
\_\_\_\_\_  
Mayor J. Paul Kilgore, Jr.

Attest:

  
\_\_\_\_\_  
Clerk of Council

STATEMENT OF PURPOSE

Approved September 5, 2002

The Central Virginia Transportation Technical Committee (Committee) is responsible for supporting the Central Virginia Metropolitan Planning Organization's (CVMPO) and Region 2000 Regional Commission's transportation policy decision-making efforts.

The Committee provides technical advice in coordinating the federally-mandated "3-C" or continuing, comprehensive, and cooperative, transportation planning and programming process.

The Committee's three principal work efforts are updating the long range transportation plan, updating the transportation improvement program (TIP), and developing the annual unified planning work program. The Committee, in conjunction with its rural colleagues, also develops the annual Rural Transportation Planning Assistance Program Scope of Work. The Committee's intent is to review and comment on TIP projects and work program products.

The Committee acknowledges that the long range transportation plan update is the primary planning document for transportation issues in the Central Virginia region. This planning initiative drives the formulation of the transportation improvement program, as well as the annual work programs.

The Committee further realizes that the long range transportation planning process must identify regional priorities in order to fully influence project funding decisions ultimately exercised by the Commonwealth Transportation Board. The Committee's intent is to recommend priorities and encourage the CVMPO to set these priorities at the regional level.

Because of its importance, the Committee is fully committed to actively being involved in the long range transportation planning process.

In carrying out its responsibilities, the Committee will:

1. Coordinate with local planning departments to ensure an understanding of pertinent local development issues and their impact on the region;
2. Coordinate with nearby MPOs and develop an ongoing dialogue with them;
3. Strive to integrate land use and economic development, as well as transportation considerations, in its planning process;
4. Strive to be proactive as opposed to reactive in problem solving.





## COMMONWEALTH of VIRGINIA

### DEPARTMENT OF TRANSPORTATION

4219 CAMPBELL AVENUE  
LYNCHBURG, VIRGINIA 24501  
VDOT.Virginia.gov

**CHARLES A. KILPATRICK, P.E.**  
COMMISSIONER  
March 18, 2016

Mr. Gary Christie  
Executive Director  
CVMPO  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504

MAR 23 2016

Re: MPO Title VI Compliance Review

Dear Mr. Christie:

This letter is in reference to Central Virginia Metropolitan Planning Organization's (CVMPO) 2015 Title VI compliance review conducted by the Virginia Department of Transportation (VDOT). The CVMPO is a recipient of Federal Highway Administration funding assistance and is therefore subject to a Title VI Program review.

Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq., prohibits discrimination on the basis of race, color, and national origin in federally funded programs and activities. Title VI, in concert with other laws and regulations, prohibits discrimination on the basis of race, color, national origin, disabilities, sex, low-income and limited English proficiency by sub-recipients of federal assistance.

After reviewing all of the submitted materials, we have determined that there are NO CURRENT VIOLATIONS of Title VI or related laws and regulations. Although no deficiencies in the implementation of the MPO's responsibilities under the Title VI Program were found, Six (6) advisory comments were issued. These advisory comments were issued in the area(s) of:

#### Title VI Administration

It is recommended that the CVMPO Title VI Plan be submitted for review and approval by DRPT.

#### Staffing

It is recommended that the CVMPO develop an Affirmative Action Plan separate from employee handbook.

Public Involvement

It is recommended the CVMPO utilize local radio stations in which minority and low-income citizens would utilize as another means of public notice.

It is suggested the CVMPO contact local colleges or high schools that may provide translator/interpreter services with no fee.

Environmental Justice

An additional resource for compliance available to the MPO is the 2015 Environmental Justice Guidelines released by FHWA for its staff. Sections of the guideline are applicable to MPO's.

Other

The CVMPO must revise the plan to include the correct procedures as posted on the website. The current version of the Title VI Plan posted on the website needs to be replaced with the revised Title VI Plan.

The VDOT Civil Rights Office recommends that you take into consideration these advisory comments in the administration, oversight, implementation and self-assessment of your Title VI Program as well as in the development and updates of your Title VI Plan and related documents.

If you have any questions regarding this letter, please contact me at (434)856-8169 or the Title VI Specialist at (804)786-2730.

Sincerely,



Phyllis A. Brice, CAAP  
Civil Rights Manager  
Lynchburg District  
Civil Rights Division

Cc: Sandra Norman, Civil Rights Division Administrator